



**BUILDING FUND STATEMENT**  
**SECRETARY OF STATE**  
SFN 53965 (09-05)

Secretary of State  
State of North Dakota  
600 E Boulevard Ave Dept 108  
Bismarck ND 58505-0500  
Telephone 701-328-4146  
Toll Free 800-352-0867  
Fax 701-328-2992  
Web Site: [www.nd.gov/sos/electvote](http://www.nd.gov/sos/electvote)

Campaign contribution reporting provisions are found in North Dakota Century Code, Chapter 16.1-08.1.

**Please print.**

**Section A**

Name of state political party or nonprofit entity affiliated with or under the control of a state political party			
Street Address or Post Office Box	City	State	Zip Code
Name of person completing this report		Daytime Telephone #	

**Section B**

Cash on hand in the fund at start of reporting period (Jan. 1, 2005)	\$ _____
Cash on hand in the fund at end of reporting period (Dec. 31, 2005)	\$ _____

**Section C**

I, _____, certify that I have examined this Building Fund Statement, including _____ print name of person completing the report any attached addenda for filing with this statement, and to the best of my knowledge and belief it is true, correct and complete.	
_____ Signature of person completing the report	_____ Date

**REPORTING REQUIREMENTS**

State political parties or nonprofit entities affiliated with or under the control of a state political party are required by law to file a statement of donors and expenditures, known as a Building Fund Statement (SFN ), as well as cash on hand at the beginning and end of the reporting period if the following conditions apply:

A corporation, cooperative corporation, limited liability company, or association may make a donation of property or money to a state political party or nonprofit entity affiliated with or under the control of a state political party for deposit in a separate and segregated fund. Money in the fund must be used exclusively by the state political party or nonprofit entity affiliated with or under the control of a state political party for purchasing, maintaining, or renovating a building and for the purchase of fixtures for the building. A state political party or nonprofit entity affiliated with or under the control of a state political party receiving a donation under this subsection shall file a statement with the secretary of state no later than the thirty-first day of January of each calendar year. The statement must include the name and mailing address of each donor, the amount of each donation, the date each donation was received, all expenditures made from the fund during the previous calendar year, and cash on hand in the fund at the start and close of the reporting period. Any income and financial gain generated from a building purchased, maintained, or renovated from donations authorized under this subsection and not otherwise authorized by law must be deposited in the building fund and must be reported when the political party or nonprofit entity files the statement required under this subsection. NDCC 16.1-08.1-03.5 (2)

**INSTRUCTIONS FOR STATE PARTY BUILDING FUND STATEMENT**

**SECTION A:** Enter the state party or nonprofit entities name and address. Also print the name of the person completing the report and a daytime telephone number.

**SECTION B:** Enter the cash on hand at the start of the reporting period. That would be January 1 of the previous year. Enter the cash on hand at the end of the reporting period. That would be December 31 of the previous year.

**SECTION C:** The person completing the report must certify that the information contained in the report is true, correct, and complete by signing and dating the Building Fund Statement.

Two reporting schedules are provided in the Building Fund Statement. **Schedule # 1** is for reporting donations received. **Schedule # 2** is for reporting expenditures made from the fund.

Aggregate donations must reference the date of the most recent donation.

**FILING INSTRUCTIONS:** Building Fund Statements are deemed properly filed when deposited with or delivered to the Secretary of State within the prescribed time. A statement that is mailed is deemed properly filed when it is postmarked and directed to the Secretary of State within the prescribed time. If a statement is not received by the Secretary of State, a duplicate of the statement must be promptly filed upon notice by the Secretary of State of its nonreceipt.

**WHERE TO FILE:**

Secretary of State, State of North Dakota  
600 E Boulevard Ave Dept 108  
Bismarck ND 58505-0500 Fax 701-328-2992

SCHEDULE # 1 - Donations Made To Fund

Attach additional pages if necessary. Please print.

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 No donations made to the fund for reporting period.

DONOR NAME	ADDRESS	TOTAL AMOUNT	DATE OF DONATION MONTH/DAY/YEAR
EXAMPLE ABC CORPORATION	100 1ST AVENUE BISMARCK ND 58501	\$ 250	03/15/05

DONOR NAME	ADDRESS	TOTAL AMOUNT	DATE OF DONATION MONTH/DAY/YEAR
1		\$	
2		\$	
3		\$	
4		\$	
5		\$	
6		\$	
7		\$	
8		\$	
9		\$	
10		\$	
11		\$	
12		\$	
13		\$	

SCHEDULE # 2 - Expenditures Made From Fund

Attach additional pages if necessary. Please print.

☐

 No Expenditures made from the fund for reporting period.

EXPENDITURE RECIPIENT	ADDRESS	TOTAL AMOUNT	DATE OF EXPENDITURE MONTH/DAY/YEAR
EXAMPLE ABC Contracting	100 1ST AVENUE ----- BISMARCK ND 58501	\$      250	03/15/05

EXPENDITURE RECIPIENT	ADDRESS	TOTAL AMOUNT	DATE OF EXPENDITURE MONTH/DAY/YEAR
1	-----	\$	
2	-----	\$	
3	-----	\$	
4	-----	\$	
5	-----	\$	
6	-----	\$	
7	-----	\$	
8	-----	\$	
9	-----	\$	
10	-----	\$	
11	-----	\$	
12	-----	\$	
13	-----	\$	